

City Council Study Session Summary

**April 23, 2019
Library Meeting Room
951 Spruce Street
7:00 PM**

Mayor Muckle called the meeting to order at 7:00 pm.

City Council Present: Mayor Bob Muckle
Mayor Pro Tem Jeff Lipton
Council member Jay Keany
Council member Susan Loo
Council member Dennis Maloney
Council member Ashley Stolzmann

Absent Councilmember Chris Leh

Staff Present: Heather Balser, City Manager
Megan Davis, Deputy City Manager
Meredyth Muth, City Clerk
Jessica Hilbun Schwartz, Librarian, Teen Services
Mandy Perera, Recreation Supervisor
Dawn Burgess, Executive Assistant to the City Manager

Youth Advisory Board Annual Update

Youth Advisory Board (YAB) members shared with Council events and projects they have worked on the past year. Volunteer events included: A Precious Child, working at Community Food Share, Pancakes and Story time with Santa, giving tours at the Grand Opening of the Senior and Recreation Center, Tulip Twist, Community Table.

They had visits from staff members who serve as board and commission liaisons and helped promote RTD's FlexRide.

Mayor Pro Tem Lipton would like feedback next year from YAB about Rec Center offerings for teens. Council member Stolzmann asked if anyone used FlexRide and asked for feedback. Members said it is a good resource for the community. Council member Maloney expressed what a great job YAB members did giving

tours of the Rec Center at the grand opening and he hopes members look for other activities to be involved in.

Mayor Muckle presented certificates to members whose terms were ending this year.

Update – Strategic Plan Implementation

Deputy City Manager Megan Davis gave an update. Staff has been working to implement the strategic plan that was approved last year. We had a successful kick off in January with a meeting attended by all staff. Davis reviewed the 2019 Strategic Plan Implementation Table (page 44 of the packet.) The Strategic Plan is being integrated into all communication, City Manager's update, Tuesday tidbits and videos. How a Council item fits into the Strategic Plan will be rolled out on Council Communications next month. Staff is working on employee recognition, peer to peer recognition that represents the ICARE values.

Davis reviewed the priority initiatives progress update showing where we are on items. Council member Stolzmann wants to make sure we take the time to do the rollout well as it impacts a lot of customers.

Council member Maloney thanked Davis and said the communication piece is important. He added that it would be nice for staff to be able to recognize a co-worker anonymously. He asked if there has been anything learned in the roll out process. Davis said we need to think about adding diversity, kpi's and how those integrate with the Strategic Plan. Council member Maloney asked her to share with Council what is learned.

Mayor Muckle is looking forward to the work of the new Communications person.

Discussion – 2020 Board/Commission Application Process

City Clerk Meredyth Muth asked if Council would like to consider changing the timing and application process for Board and Commission appointments. She asked if Council would like:

- Changes to the application process
- Changes to questions on the application
- Would Council like a sub committee to review applications and make recommendations or have the entire Council review all applications?

Council members discussed timing of appointments generally feeling appointments will need to be made in November or December so the incoming City Council can do it, this Council can prepare a process for the next Council to use. They discussed options for reviewing the applications either by a subcommittee or by the entire Council.

City Manager Update

City Manager Heather Balser asked if Council had any interest in having joint meetings with Lafayette and Superior. Council preferred to rely on the work of the existing joint committees rather than full joint meetings..

City Clerk Muth gave an update on Marijuana lottery held today: There were 20 applicants for four potential locations. All 20 applications were pulled in order. The top three are now allowed to apply for a license, should any of them not complete the process the next applicant on the list may apply.

Advanced Agenda & Identification of Future Agenda Items

Members reviewed the advanced agenda.

Adjourn 8:15 pm

*Submitted by – Dawn Burgess
April 24, 2019*